



**STATE OF TENNESSEE**  
**DEPARTMENT OF MENTAL HEALTH AND DEVELOPMENTAL DISABILITIES**

**VOLUNTARY BUYOUT PLAN**

**Fiscal Year 2008-2009**

**POSITIONS TO BE ELIMINATED AND BUSINESS JUSTIFICATIONS**

**JUNE 10, 2008**

STATE OF TENNESSEE DEPARTMENT OF MENTAL HEALTH AND DEVELOPMENTAL DISABILITIES  
VOLUNTARY BUYOUT PLAN, Fiscal Year 2008-2009  
POSITIONS TO BE ELIMINATED AND BUSINESS JUSTIFICATIONS

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## **A. INTRODUCTION AND GENERAL BUSINESS JUSTIFICATION**

Current tax revenue collections in the State of Tennessee are below estimates and, in the current economic environment, are expected to remain below estimates for a period of time. As a direct result, there is a commensurate decrease in funding available for State departments. Due to this decrease in the availability of funds appropriated for the operation of the State of Tennessee Department of Mental Health and Developmental Disabilities (herein “Department”), it was necessary to identify permanent cost savings within the Department. To achieve the necessary cost savings, the various divisions of the Department’s Central Office and its five (5) regional mental health institutes (herein “RMHIs”) were instructed to determine which positions could be eliminated pursuant to the State’s Voluntary Buyout Program (VBP). This was accomplished by identifying new efficiencies and, only after that, by the reduction or elimination of services.

For the purposes of carrying out this VBP, the Department used the six (6) business units as instructed by the Tennessee Department of Human Resources (TDOHR). Those business units are as follow:

Central Office Administration	Allotment Code 339.01
Lakeshore Mental Health Institute (LMHI)	Allotment Code 339.10
Middle Tennessee Mental Health Institute (MTMHI)	Allotment Code 339.11
Western Mental Health Institute (WMHI)	Allotment Code 339.12
Moccasin Bend Mental Health Institute (MBMHI)	Allotment Code 339.16
Memphis Mental Health Institute (MMHI)	Allotment Code 339.17

All of these business units share the common business justification that the reduction in funds appropriated for the Department requires the elimination of positions in order to reduce cost and, thus, the need for implementation of the VBP. The Commissioner of the Department asked the top executive staff within the Central Office (i.e., Executive Directors/Assistant Commissioners and Directors) to recommend which positions within their various areas of responsibility could be permanently eliminated. Likewise, the Commissioner asked the Chief Officers of the RMHIs to recommend positions which could be permanently eliminated at their facilities. This was done to determine which positions and job classifications would be subject to the VBP. Executive staff and the Chief Officers provided their list of positions to be eliminated along with a specific business justification for recommending each position for elimination. The Commissioner has reviewed those recommendations and approves them. Accordingly, the Department will permanently eliminate the positions identified herein for the business reasons stated in order to achieve necessary cost savings. Some of the positions listed herein are filled and some are vacant. The determination to eliminate a position was made without regard to whether it was filled or vacant and without regard to who is currently doing the job if the position is filled. In determining which positions to eliminate, the decision makers considered the job functions of the positions, the present operating model, and current budget restrictions along with the other justifications provided herein. See the attached spreadsheets which contain additional information.

## **B. POSITIONS TO BE ELIMINATED AND BUSINESS JUSTIFICATIONS**

### **1. Central Office Administration 339.01**

Attached you will find a spreadsheet indicating all of the positions to be eliminated in this business unit (Attachment 1).

Due to a decrease in the availability of funds appropriated for the operation of this Department, it was necessary to review the services provided by all of the divisions and offices within the Department's Central Office to determine where cost savings could be achieved by increased efficiencies and the reduction or elimination of some services. This will allow for the elimination of the positions indicated below and, thus, contribute to the Department's achieving cost savings targets and implementation of the State's VBP.

Below you will find specific justifications for individual positions to be eliminated.

#### **a.) Division of Administrative Services**

Decision maker: Mack Rhea, Executive Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following positions within the Division of Administrative Services will be eliminated for the business reasons given below. The positions are shown by job classification with the number to be eliminated.

1 – Administrative Secretary. Fiscal Services has the only Administrative Secretary in Administrative Services. Elimination of this position will make Fiscal Services consistent with the other Administrative Services sections.

1 – Distributive Computer Operator 3. This position assists the Helpdesk and provides limited mainframe support which will be replaced by Edison. As this is not the only Helpdesk position, its functions can be absorbed by other positions within the Information Technology section.

1 – Data Processing Operator 1. This is a keypunch position that will become automated.

1 – Data Processing Operator 2. This is a keypunch position that will become automated.

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**b.) Division of Alcohol and Drug Abuse Services**

Decision maker: Bruce D. Emery, Executive Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following positions within the Division of Alcohol and Drug Abuse Services (DADAS) will be eliminated for the business reasons given below. The positions are shown by job classification with the number to be eliminated.

1 – Executive Secretary 1. The administrative responsibilities of this position will be transferred to other DADAS administrative support staff.

1 – Public Health Representative 2. Located in the Prevention Services area, this position assists with processing contracts, establishing ongoing liaison with community prevention coalitions, and providing ongoing support to the Mental Health Specialists based in Prevention Services. The duties and responsibilities of the position will be transferred to the remaining Mental Health Specialist staff and handled through greater operating efficiencies.

**c.) Division of Clinical Leadership**

Decision maker: Dr. Howard Burley, Medical Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following position within the Division of Clinical Leadership will be eliminated for the business reasons given below. The positions are shown by job classification with the number to be eliminated.

1 – Administrative Assistant 1. The decision to eliminate this position was based on an examination of the division's goals and responsibilities. It was determined that the duties performed by this position are non-essential and can be reassigned to other support staff.

**d.) Division of Policy and Legislation**

Decision maker: Marthagem Whitlock, Executive Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following positions within the Division of Policy and Legislation will be eliminated for the business reasons given

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below. The positions are shown by job classification with the number to be eliminated.

1 – Statistical Program Specialist 2. This is a position in the Office of Research and Evaluation. It was determined that some of the responsibilities usually assigned to this specialist alone could be handled more efficiently by redistributing the work to other research and program support staff. Having the program support staff and the other research staff do the work of the specialist is a cost saving efficiency. Planned research to support program decisions will be reduced and some of the current data bases cannot be held current with this efficiency.

1 – Psychiatric Social Worker 2. This is a position in the Office of Forensic Services. This position handles program development, monitoring, and claims payments for mental health evaluations for juvenile courts. It was determined that the responsibilities usually assigned to the Psychiatric Social Worker 2 position could be redistributed among other staff with similar expertise and is therefore a cost saving efficiency.

**e.) Division of Recovery Services and Planning Services  
and Office of Developmental Disabilities**

Decision maker: Marie Williams, Executive Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following positions within the Division of Recovery Services and Planning and the Office of Developmental Disabilities will be eliminated for the business reasons given below. The positions are shown by job classification with the number to be eliminated.

1 – MH Program Specialist 3. This position is in the office of support services and is responsible for the oversight, implementation, and coordination of community transportation activities, as well as the Creating Transportation Initiative. The responsibilities of this position will be assigned to the Director of Support Services. The Creating Transportation initiative and all activities associated with this initiative will cease due to the loss of this position.

1 – MHMR Planner. This position is in the Office of Planning and is responsible for the oversight and coordination of the Department's current community planning activities. A portion of the responsibilities of this position will be assigned to the MHMR Planner 2. The Developmental Disabilities' (DD) responsibilities associated with this position will no longer be performed and will be transferred to the Division of Mental Retardation Services (DMRS) when appropriate.

1 – MHMR Program Director. This position is in the Office of Planning. This position has been vacant due to a historical lack of funding within MHDD for DD services and the potential transfer of DD to DMRS.

**f.) Division of Special Populations and Minority Services**

Decision maker: Dr. Freida Hopkins Outlaw, Executive Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following positions within the Division of Special Populations and Minority Services will be eliminated for the business reasons given below. The positions are shown by job classification with the number to be eliminated.

1 – Secretary. Presently this Division has one (1) secretary whose primary function is timekeeping, a function that is being consolidated with the new technological system (Edison) changes being made in the Department. The remaining secretarial tasks such as faxing, copying, mail sorting and delivery will be added to the work plan of the Administrative Service Assistant 3 that currently supports the Division.

1 – Administrative Services Assistant 4. This position is presently vacant. The primary function of the position is Title VI and IX compliance monitoring for the behavioral health organization, all contractual agencies, and the five (5) RMHIs. The mandated functions of the position will be given to a Mental Health Program Specialist 3 who can absorb these important duties. Other job requirements including working with faith-based initiatives will be added to the work plan of the Mental Health Program Specialist 3 who currently participates in many minority and faith-based activities in the community.

**g.) Office of Human Resources**

Decision maker: Vickie Graham, Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following position within the Office of Human Resources will be eliminated for the business reasons given below. The position is shown by job classification with the number to be eliminated.

1 – Human Resources Analyst 2. This position functions as the department's training and recruiting coordinator. The training responsibilities usually assigned to this position can be assigned to another Human Resources Analyst 2. The recruiting responsibilities will be redistributed among other staff in Central Office and the RMHIs.

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**h.) Office of Internal Audit**

Decision maker: Dalton Davis, Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following position within the Office of Internal Audit will be eliminated for the business reasons given below. The position is shown by job classification with the number to be eliminated.

1– Auditor 2. This office currently has one (1) auditor in West, East, and Middle Tennessee. Under the reduced staffing, auditing responsibilities in West Tennessee will be reassigned to the auditor in Middle Tennessee and the Director. Additionally, there is an expectation that new methods for auditing will be developed by the Director including altered audit cycles, number of agencies audited, and scopes of audit.

**i.) Office of Legal Counsel**

Decision maker: Cynthia Tyler, Director.

See attached spreadsheet (Attachment 1).

In order for the Department to obtain necessary cost savings, the following position within the Office of Legal Counsel will be eliminated for the business reasons given below. The position is shown by job classification with the number to be eliminated.

1 – Legal Assistant. It was determined that the responsibilities usually assigned to the legal assistant could be handled more efficiently by the attorneys with assistance from the remaining administrative assistant. While the work performed by a legal assistant can be performed by attorneys, not all work performed by attorneys can be done by unlicensed staff. Accordingly, having the attorneys and remaining unlicensed staff do the work of the legal assistant is a cost saving efficiency.

**2. Lakeshore Mental Health Institute (LMHI) 339.10**

Decision maker: Lee Thomas, Chief Officer.

See attached spreadsheet for this business unit (Attachment 2).

Due to a decrease in the availability of funds appropriated for the operation of the Department, Lakeshore Mental Health Institute (LMHI) is required to identify cost saving



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measures. Based on a review of the past months of service operations, it has been determined that the facility can reduce its number of operating beds to be more consistent with the average daily census. Accordingly, the operating capacity of the facility will be reduced from 180 operating beds to 155 operating beds. The facility will accomplish this by closing a geropsychiatric unit through the alternative placement of patients. Additionally, the reduction in beds enables the facility to close the onsite full service laboratory. The unit closure will also allow Lakeshore to further consolidate its use of space by closing several cottages. These efficiencies will allow the facility to eliminate certain positions and, thus, obtain necessary cost savings.

Justifications for choosing to eliminate specific positions are further stated below. The positions are shown by job classification with the number to be eliminated.

Direct Care Staff Positions. The following thirteen (13) positions are direct care staff positions that can be eliminated:

5 – LPN 2	Unit Closure, Reduction in Operating Beds
1 – LPN 3	Unit Closure, Reduction in Operating Beds
1 – Nurse Practitioner	Unit Closure, Reduction in Operating Beds
5 – Psychiatric Technician	Unit Closure, Reduction in Operating Beds
1 – Physician	Unit Closure, Reduction in Operating Beds

Ancillary Positions. The following eighteen (18) positions are ancillary positions, which can also be reduced:

1 – Medical Technologist 2	Laboratory Closure, Bed Reduction
2 – Medical Laboratory Technician	Laboratory Closure, Bed Reduction
1 – Secretary in Laboratory	Laboratory Closure, Bed Reduction
1 – Pharmacy Technician	Unit Closure, Bed Reduction
1 – Food Services Supervisor 3	Unit Closure, Bed Reduction
1 – Secretary	Unit Closure, Bed Reduction
1 – Patient Accounts Specialist 1	Bed Reduction
1 – Vehicle Operator	Unit Closure, Space Consolidation

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1 – Maintenance Painter 1	Unit Closure, Space Consolidation
1 – MHMR Institutional Program Director	Unit Closure, Bed Reduction
2 – Clerk 2	Unit Closure, Bed Reduction
1 – Warehouse Worker	Unit Closure, Space Consolidation
1 – Counseling Associate 2	Unit Closure, Bed Reduction
1 – Social Services Specialist 2	Unit Closure, Bed Reduction
2 – Custodial Worker 1	Unit Closure, Space Consolidation

**3. Middle Tennessee Mental Health Institute (MTMHI) 339.11**

Decision maker: Lynn McDonald, Chief Officer.

See attached spreadsheet for this business unit (Attachment 3).

Due to a decrease in the availability of funds appropriated for the operation of the Department, Middle Tennessee Mental Health Institute (MTMHI) is required to identify cost saving measures. Based on a review of the past months of service operations, it has been determined that at this time MTMHI cannot reduce the number of its operating beds because of its overall average daily census. However, the facility can eliminate certain positions as a result of changes in utilization patterns or by reorganization of work units and, thus, obtain necessary cost savings.

Justifications for choosing to eliminate specific positions are further stated below. The positions are shown by job classification with the number to be eliminated.

1 – Psychiatric Teacher Counselor 1 – Teacher Assistant Psychiatric	While the overall occupancy rate of the hospital has remained high, the Children and Youth program has had an average daily census of fourteen (14) in its twenty-five (25) beds. As a result, the facility can eliminate a Psychiatric Teacher Counselor and Teacher Assistant from the school program.
1 – Psychiatric Social Worker	The Admissions Department has operated with a Psychiatric Social Worker on the

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11pm-7am shift. However, this position is now vacant and because of the working hours the facility has difficulty recruiting candidates. The facility can cross-train other staff to do some of the functions of this position and can effectively operate without this position.

1 – Social Worker 2

The Social Worker 2 position is assigned as the second social worker to a unit which serves a sub-acute patient population. The patient turnover on this unit is very low because of the complex needs of these long term patients. The facility can eliminate this position and redistribute the assigned caseload.

1 – MHMR Institutional Program Director

The MHMR Institutional Program Director is assigned to the Children and Youth Program. At current occupancy rates, this program does not require a manager at this level. The Program Director function will be reassigned to one of the other MHMR Institutional Program Directors at MTMHI through a process of reorganization.

1 – Certified Occupational  
Therapy Assistant

The Certified Occupational Therapy Assistant works primarily with patients in the Extended Treatment Program to prepare them for community re-entry. By modifying treatment programming in the Extended Treatment Program, the Facility will decrease the need for this position and substitute treatment activities provided by direct care staff.

1 – Security Guard 1

The Security Guard 1 position is assigned to the 11pm-7am shift. The facility will substitute hardware security and video recording for the presence of the Security Guard in certain areas of the hospital on this shift.

1 – Clerk 2

The Clerk 2 position duties will be

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redistributed to other staff in the Medical Records department.

1 – Liaison Teacher Counselor

The Liaison Teacher Counselor position is a classification which does not match the current job responsibilities of the incumbent. Duties of the position will be redistributed to other staff in the work group.

1 – Clerk 3

The Clerk 3 position is assigned to the Medical Services department and shared with the Social Work department. A review of the workload does not justify a full time position. The duties will be redistributed to others in the work group.

**4. Western Mental Health Institute (WMHI) 339.12**

Decision maker: Roger Pursley, Chief Officer.

See attached spreadsheet for this business unit (Attachment 4).

Due to a decrease in the availability of funds appropriated for the operation of the Department, Western Mental Health Institute (WMHI) is required to identify cost saving measures. Based on a review of the past months of service operations, it has been determined that the facility can reduce the number of its operating beds to be more consistent with the facility's average daily census. Accordingly, the operating capacity of the facility will be reduced from 247 beds to 207 beds. This will allow the facility to eliminate certain positions and, thus, obtain necessary cost savings.

Justifications for choosing to eliminate specific positions are further stated below. The positions are shown by job classification with the number to be eliminated.

Direct Care Staff Positions. The following twenty-four (24) positions are direct care staff positions that can be eliminated due to the reduction in the number of operating beds.

1 – Physician/Child Psychiatrist

1 – Nurse Practitioner

1 – Registered Nurse 5

1 – MHMR Institutional Program Director

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- 1 – Psychiatric Social Worker 1
- 1 – Psychiatric Social Worker 2
- 1 – Social Worker 2
- 3 – Social Service Specialist 2
- 2 – Recreation Therapist 1
- 8 –Psychiatric Technicians
- 1 – Liaison Teacher Counselor
- 1 – Psychiatric Teacher Counselor Supervisor
- 1 – Psychiatric Teacher Counselor
- 1 – Beautician

Ancillary Support Positions. The following twenty-one (21) positions are ancillary positions which can also be reduced as an associated result of the reduction in the number of operating beds.

- |                                   |   |
|-----------------------------------|---|
| 1 – Facility Supervisor           | Combining and restructuring organizational management consistent with staff reductions. |
| 2 – Building Maintenance Worker 1 | Reduction of occupied square footage within the facility.                               |
| 2 – Building Maintenance Worker 2 | Reduction of occupied square footage within the facility.                               |
| 3 – Clerk 2                       | Reduction in census and operating beds.   |
| 1 – Clerk 3                       | Duties to be combined and reassigned.   |
| 1 – Executive Housekeeper 2       | Combining and reducing organizational supervision.                                      |
| 4 – Custodial Worker 1            | Reduction of occupied square footage.   |

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4 – Food Service Workers	Reduction in census and operating beds.
1 – Human Resources Technician 2	Duties to be reassigned to other employees.
1 – Secretary	Reduction in support services related to bed count.
1 – Security Guard 2	Reduction of census and operating beds.

**5. Moccasin Bend Mental Health Institute (MBMHI) 339.16**

Decision maker: William Ventress, Chief Officer.

See attached spreadsheet for this business unit (Attachment 5).

Due to a decrease in the availability of funds appropriated for the operation of the Department, Moccasin Bend Mental Health Institute is required to identify cost saving measures. Based on a review of the past months of service operations, it has been determined that the facility can reduce the number of its operating beds to be more consistent with the average daily census. Accordingly, the operating capacity of the facility will be reduced from 172 beds to 150 beds. The bed reduction will be accomplished by consolidating all patient care units from two (2) separate patient care buildings into one (1). The Winston Building has housed the sub-acute/long term patients and the Main building has housed the facility's acute care services. Combining or consolidating these services into the Main building will allow the facility to achieve a greater level of efficiency and cost savings. All the units (six) in the Main building have undergone or are in the process of renovations, therefore making them better able to accommodate this consolidation. This will allow the facility to eliminate certain positions and, thus, obtain necessary cost savings. This consolidation can be accomplished by September 1, 2008 after completion of the final patient care unit renovation.

Justifications for choosing to eliminate specific positions are further stated below. The positions are shown by job classification with the number to be eliminated.

Direct Care Staff Positions. The following positions are direct care staff positions that can be eliminated due to the reduction in the number of operating beds.

- 2 – Physician-Psychiatrist
- 1 – Counseling Associate 2
- 5 – Psychiatric Technician
- 1 – Psychological Examiner 1

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1 – Recreational Therapist 2

1 – Psychiatric Social Worker 1

Support Positions. The following are support positions that can be eliminated due to the consolidation of operations

1 – Food Service Supervisor

1 – Food Service Worker

3 – Custodial Worker 1

1 – Pharmacy Technician

1 – Accounts Clerk

1 – Administrative Assistant-Medical

1 – Administrative Secretary

1 – Administrative Assistant 1

1 – Clerk 2

1 – Clerk 3

1 – Patient Accounts Specialist 1

1 – Vehicle Operator

Administrative Positions. The following positions are administrative and can be eliminated due to the decrease of workload in the overall operation.

1 – Information Resource Support Specialist 2

1 – Information Resource Support Specialist 4

Library Position. The following position can be eliminated. Duties will be combined with Activity Therapy staff. Journals and publications are now on line and shared.

1 – Librarian 1

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**6. Memphis Mental Health Institute (MMHI) 339.17**

Decision maker: Dr. Jeanne West-Freeman, Interim Chief Officer.

See attached spreadsheet for this business unit (Attachment 6).

Due to a decrease in the availability of funds appropriated for the operation of the Department, Memphis Mental Health Institute (MMHI) is required to identify cost saving measures. In October, 2007, MMHI opened a new facility with 75 operational beds to replace a 45-year old facility with 135 operational beds. In addition to having fewer operational beds, the new three story facility is approximately 100,000 square feet compared with the older six story facility's 280,000 feet. Thus, in the past 18 months, MMHI has reduced its operating census by 32% and decreased its space by almost two-thirds. Because the new facility is smaller, state-of-the art, and built specifically to meet the facility's current service mission, it is much more efficient than the old hospital. Having fewer patients and a more space-efficient facility will allow MMHI to eliminate certain positions and, thus, obtain necessary cost savings. The positions which can be eliminated based on the reduction of operating beds are identified below.

Justifications for choosing to eliminate specific positions are further stated below. The positions are shown by job classification with the number to be eliminated.

Direct Care Staff. The following positions are direct care staff positions that can be eliminated due to the reduction in the number of operating beds and the number of patient units.

- |                                 |  |
|---------------------------------|--|
| 1 – Physician/Psychiatrist      | Reduction in patient care units from 5 to 3 allows the reduction of this position.   |
| 1 – Psychologist                | MMHI has gone from five (5) patient units to three (3) and has a full-time psychologist assigned to each unit, a psychologist assigned to primarily do court testimony, and a director of psychology who also functions as forensic coordinator. This vacant position is non-essential.  |
| 2 – Psychiatric Social Worker 2 | Fewer Psychiatric Social Worker 2s are needed because of reduction in census and fewer patient units. Therefore, MMHI can eliminate one (1) position for that reason. This position is non-essential. The second Psychiatric Social Worker 2 position assigned to the admissions department is non-essential due to reorganization of that |



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department. The work duties of that position can be reassigned to other staff that have fewer duties now that the census is lower and there are fewer units.

1 – Social Services Specialist 2

Due to bed reduction, this vacant position is non-essential.

4 – Psychiatric Technicians

Due to bed reduction, three (3) unit Psychiatric Technician positions are not essential to maintain optimal (and required) staffing on the units. The fourth Psychiatric Technician, currently assigned to Medical Records, is no longer needed there due to a new, smaller, and more efficient Medical Records Department.

1 – Lead Psychiatric Technician

Elimination of position not currently being used due to bed reduction.

1 – Psychiatric Nurse

Elimination of position not currently being used due to bed reduction.

3 – MHMR Program Directors

Reduction of number of units from six (6) to three (3) allows reduction of the three (3) vacant positions currently not being used.

1 – Nurse Practitioner

Elimination of position not currently being used due to bed reduction and the addition of a non-psychiatrist physician who will complete physical examinations on patients at time of admission as well as follow up with units about patient physical health issues.

1 – Medical Records Assistant

Elimination of position (assigned to Utilization Review) is no longer needed due to reduction in beds.

Ancillary Support Positions. The following positions are ancillary positions which also can be reduced because the new facility is smaller and more efficient.

1 – Custodial Worker 2

Elimination of position not currently being used because of reduced square footage of

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new building that requires service.

1 – Boiler Operator 2

This vacant position is no longer needed due to new state-of-the-art facility.

1 – Administrative Secretary

Consolidation of executive staff offices into a single administrative suite allows for sharing of secretaries and reassignment of workload. The administrative secretary currently assigned to the Clinical Director can be eliminated.

1 – Executive Secretary

This position is assigned to support the Infection Control office. It was determined that full-time secretarial help is not needed for this area and this level of secretarial support is not warranted. Infection Control reports to Nursing, and thus any part-time secretarial needs can be carried out by the nursing secretary in the executive suite.

**C. ATTACHMENTS–Spreadsheets**

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Approved by:

Virginia Trotter Betts

Commissioner Virginia Trotter Betts, MSN, JD, RN, FAAN  
Department of Mental Health and Developmental Disabilities

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**Tennessee Department of Mental Health and Developmental Disabilities  
FY 08-09 Budget Reductions**

**Name/Allotment Code: Central Office Administration 339.01**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33901.011350000.07	PSY SOC WKR 2	Incumbent	\$47,052	\$21,175	\$68,227
33901.011331000.04	STAT PG SP 2	Incumbent	\$46,092	\$20,977	\$67,069
33901.011410000.02	EXECUTIVE SEC 1	Vacant	\$23,304	\$9,438	\$32,742
33901.011410000.14	PUBLIC HEALTH REP 2	Vacant	\$27,504	\$10,307	\$37,811
33901.011730000.10	ADMIN ASST 1	Incumbent	\$31,716	\$11,178	\$42,894
33901.011860000.03	MH PROG SPEC 3	Vacant	\$33,888	\$11,626	\$45,514
33901.011881000.04	MHMR PLANNER	Vacant	\$35,400	\$11,939	\$47,339
33901.011910000.03	SECRETARY	Incumbent	\$30,804	\$17,817	\$48,621
33901.011910000.04	ASA 4	Vacant	\$32,484	\$11,336	\$43,820
33901.021410000.04	LEGAL ASST	Vacant	\$31,128	\$11,056	\$42,184
33901.021510000.05	AUDITOR 2	Incumbent	\$56,664	\$23,162	\$79,826
33901.021610000.06	HR ANALYST 2	Vacant	\$35,064	\$18,697	\$53,761
33901.022510001.03	ADMIN SEC	Incumbent	\$30,576	\$10,905	\$41,481
33901.022191000.05	MHMR PROG DR	Vacant	\$41,832	\$13,268	\$55,100
33901.022760000.09	DST CMPR OPR 3	Incumbent	\$31,656	\$17,993	\$49,649
33901.022751000.14	DP OPER 1	Vacant	\$19,776	\$8,709	\$28,485
33901.022753000.05	DP OPER 2	Vacant	\$20,616	\$8,883	\$29,499
<b>TOTALS:</b>	<b>17 positions</b>		<b>\$575,556</b>	<b>\$238,464</b>	<b>\$814,020</b>

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**Name/Allotment Code: Lakeshore Mental Health Institute 339.10**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33910.01056221000.71	LPN 2	Vacant	\$22,356	\$9,377	\$31,733
33910.01056410000.22	LPN 2	Vacant	\$22,356	\$9,377	\$31,733
33910.01055221000.39	LPN 2	Vacant	\$22,356	\$9,377	\$31,733
33910.01055221000.41	LPN 2	Vacant	\$22,356	\$9,377	\$31,733
33910.01056221000.87	LPN 2	Vacant	\$22,356	\$9,377	\$31,733
33910.01056221000.35	LPN 3	Vacant	\$24,288	\$9,788	\$34,076
33910.01055310000.01	NURSE PRACT	Vacant	\$81,960	\$22,055	\$104,015
33910.01056221000.22	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33910.01020110000.03	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33910.01055321000.69	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33910.01020563000.06	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33910.01056221000.97	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33910.01020720000.02	FOOD SVC SUP 3	Vacant	\$22,356	\$9,377	\$31,733
33910.01020510000.07	SECRETARY	Incumbent	\$20,616	\$9,007	\$29,623
33910.01020610000.02	SECRETARY	Incumbent	\$21,204	\$9,132	\$30,336
33910.01020231000.05	PAT ACCTS SPEC 1	Incumbent	\$25,008	\$9,941	\$34,949
33910.01020720000.12	VEHICLE OPERATOR	Incumbent	\$17,256	\$8,292	\$25,548
33910.01020550000.16	MAINT PAINTER	Incumbent	\$23,304	\$9,579	\$32,883
33910.01056410000.01	PROGRAM DIRECTOR	Incumbent	\$59,988	\$17,381	\$77,369
33910.01030221000.23	PHYSICIAN	Incumbent	\$110,748	\$28,178	\$138,926
33910.01030310000.02	MED TECH 2	Vacant	\$56,340	\$16,606	\$72,946
33910.01056427000.29	MED LAB TECH	Vacant	\$29,244	\$10,842	\$40,086
33910.01056473000.10	MED LAB TECH	Incumbent	\$29,244	\$10,842	\$40,086
33910.01030351000.11	PHARM TECH	Incumbent	\$27,756	\$10,526	\$38,282
33910.01030800000.10	CLERK 2	Vacant	\$17,256	\$8,292	\$25,548
33910.01056221000.76	CLERK 2	Incumbent	\$17,256	\$8,292	\$25,548
33910.01020371000.10	WAREHS WK	Incumbent	\$23,820	\$9,689	\$33,509
33910.01010510000.03	COUN ASSO 2	Vacant	\$27,504	\$10,472	\$37,976

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33910.01056210000.57	SOC SRV SP 2	Incumbent	\$41,172	\$13,379	\$54,551
33910.01020330000.27	CUST WKR 1	Vacant	\$16,524	\$8,137	\$24,661
33910.01020330000.29	CUST WKR 1	Vacant	\$16,524	\$8,137	\$24,661
<b>TOTALS:</b>	<b>31 positions</b>		<b>\$924,228</b>	<b>\$339,865</b>	<b>\$1,264,093</b>

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**Name/Allotment Code: Middle Tennessee Mental Health Institute 339.11**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33911.01156452000.08	MHMR PROG DR	Incumbent	\$57,936	\$22,016	\$79,952
33911.01156473000.21	PSY TCH CO	Incumbent	\$40,284	\$15,308	\$55,592
33911.01156473000.05	TCHR AST PSY	Incumbent	\$27,744	\$10,543	\$38,287
33911.01151121000.03	OC THER AST C	Incumbent	\$34,044	\$12,937	\$46,981
33911.01120130000.14	SECURE GRD 1	Vacant	\$20,616	\$7,834	\$28,450
33911.01120632000.05	CLERK 2	Incumbent	\$17,256	\$6,557	\$23,813
33911.01130800000.04	PSY SOC WKR	Vacant	\$37,860	\$14,387	\$52,247
33911.01155323000.05	SOC WKR 2	Incumbent	\$34,212	\$13,001	\$47,213
33911.01156225000.43	LIA TCH COUN	Incumbent	\$36,864	\$14,008	\$50,872
33911.01130100000.04	CLERK 3	Incumbent	\$22,452	\$8,532	\$30,984
<b>TOTALS:</b>	<b>10 positions</b>		<b>\$329,268</b>	<b>\$125,122</b>	<b>\$454,390</b>

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**Name/Allotment Code: Western Mental Health Institute 339.12**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33912.01251170000.01	BEAUTICIAN	Vacant	\$18,060	\$8,463	\$26,523
33912.01220520000.03	BLDG M WKR 1	Incumbent	\$20,496	\$15,809	\$36,305
33912.01220520000.28	BLDG M WKR 1	Incumbent	\$20,664	\$15,844	\$36,508
33912.01220520000.06	BLDG M WKR 2	Vacant	\$22,356	\$9,377	\$31,733
33912.01220550000.11	BLDG M WKR 2	Incumbent	\$25,560	\$16,886	\$42,446
33912.01256421000.45	CLERK 2	Incumbent	\$18,840	\$4,007	\$22,847
33912.01256221000.45	CLERK 2	Incumbent	\$18,852	\$15,459	\$34,311
33912.01220563000.45	CLERK 2	Incumbent	\$17,652	\$8,377	\$26,029
33912.01220410000.21	Clerk 3	Vacant	\$19,776	\$8,828	\$28,604
33912.01220330000.37	CUST WKR 1	Incumbent	\$16,524	\$8,137	\$24,661
33912.01220330000.56	CUST WKR 1	Incumbent	\$16,524	\$14,964	\$31,488
33912.01220330000.57	CUST WKR 1	Incumbent	\$16,884	\$8,214	\$25,098
33912.01220320000.08	CUST WKR 1	Incumbent	\$16,524	\$8,037	\$24,561
33912.01220330000.15	EXEC HSKPR 2	Vacant	\$26,376	\$10,232	\$36,608
33912.01220520000.01	FAC SUPV	Incumbent	\$39,228	\$12,966	\$52,194
33912.01220720000.79	FD SV WKR	Incumbent	\$15,792	\$7,981	\$23,773
33912.01220720000.60	FD SV WKR	Incumbent	\$15,792	\$7,981	\$23,773
33912.01220720000.78	FD SV WKR	Incumbent	\$15,792	\$14,808	\$30,600
33912.01220720000.69	FD SV WKR	Incumbent	\$15,792	\$7,981	\$23,773
33912.01220410000.20	HR TECH 2	Vacant	\$22,356	\$9,377	\$31,733
33912.01254100000.06	NURSE PRACT	Vacant	\$68,208	\$19,130	\$87,338
33912.01253100000.20	LIA TCH COUN	Vacant	\$27,504	\$10,472	\$37,976
33912.01255150000.01	MHMR I PG DR	Vacant	\$38,652	\$12,843	\$51,495
33912.01230221000.05	PHYS-CH PSY	Vacant	\$168,000	\$35,985	\$203,985
33912.01253100000.04	PSY SOC WK 1	Vacant	\$32,484	\$11,531	\$44,015
33912.01253100000.02	PSY SOC WK 2	Vacant	\$35,400	\$12,152	\$47,552
33912.01256473000.03	PSY TCH CO	Incumbent	\$47,856	\$14,801	\$62,657
33912.01256473000.01	PSY TCH CO S	Incumbent	\$54,396	\$23,019	\$77,415
33912.01255222000.27	PSY TECH	Incumbent	\$20,616	\$9,007	\$29,623
33912.01255222000.36	PSY TECH	Incumbent	\$20,616	\$9,007	\$29,623

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33912.01255321000.22	PSY TECH	Incumbent	\$20,616	\$4,385	\$25,001
33912.01255321000.27	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33912.01256221000.34	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33912.01255321000.33	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33912.01256221000.31	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33912.01256422000.26	PSY TECH	Vacant	\$20,616	\$9,007	\$29,623
33912.01251130000.31	REC THERS 1	Incumbent	\$25,224	\$16,814	\$42,038
33912.01251130000.30	REC THERS 1	Incumbent	\$24,288	\$16,615	\$40,903
33912.01254100000.01	RN 5	Incumbent	\$61,836	\$24,602	\$86,438
33912.01255150000.05	SECRETARY	Vacant	\$20,616	\$9,007	\$29,623
33912.01220130000.07	SECUR GRD 2	Vacant	\$22,356	\$9,377	\$31,733
33912.01253100000.16	SOC SRV SP 2	Incumbent	\$29,616	\$17,749	\$47,365
33912.01253100000.17	SOC SRV SP 2	Incumbent	\$29,256	\$17,672	\$46,928
33912.01253100000.11	SOC SRV SP 2	Incumbent	\$30,420	\$17,919	\$48,339
33912.01253100000.14	SOCIAL WKR 2	Incumbent	\$29,256	\$10,845	\$40,101
<b>TOTALS:</b>	<b>45 positions</b>		<b>\$1,310,136</b>	<b>\$561,695</b>	<b>\$1,871,831</b>



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**Name/Allotment Code: Moccasin Bend Mental Health Institute 339.16**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33916.01620173000.03	IN RES SP 2	Incumbent	\$34,692	\$7,979	\$42,671
33916.01655322023.03	PSY TECH	Incumbent	\$20,616	\$4,742	\$25,358
33916.01655322023.04	PSY TECH	Incumbent	\$20,616	\$4,742	\$25,358
33916.01655322023.05	PSY TECH	Incumbent	\$20,616	\$4,742	\$25,358
33916.01655322023.06	PSY TECH	Incumbent	\$20,616	\$4,742	\$25,358
33916.01620720001.11	FD SV SUPV 2	Incumbent	\$20,616	\$4,742	\$25,358
33916.01620173000.01	IN RES SP 4	Incumbent	\$42,756	\$9,834	\$52,590
33916.01656226001.01	PHYS-PSY	Vacant	\$150,000	\$34,500	\$184,500
33916.01656226001.23	PHYS-PSY	Vacant	\$150,000	\$34,500	\$184,500
33916.01652100000.06	PSYO EX 1	Vacant	\$35,400	\$8,142	\$43,542
33916.01630361000.01	CLERK 3	Incumbent	\$19,776	\$4,548	\$24,324
33916.01620510000.02	ADMIN ASST 1	Incumbent	\$23,304	\$5,360	\$28,664
33916.01655310000.05	CLERK 2	Incumbent	\$17,256	\$3,969	\$21,225
33916.01620330000.33	CUST WKR 1	Incumbent	\$16,524	\$3,801	\$20,325
33916.01620330000.31	CUST WKR 1	Incumbent	\$16,524	\$3,801	\$20,325
33916.01620330000.30	CUST WKR 1	Incumbent	\$16,524	\$3,801	\$20,325
33916.01620562000.02	VEHICLE OP	Incumbent	\$17,256	\$3,969	\$21,225
33916.01620610000.06	ADM ASST-MED	Incumbent	\$32,484	\$7,471	\$39,955
33916.01630800000.03	PAT ACS SP 1	Incumbent	\$22,356	\$5,142	\$27,498
33916.01656225001.21	PSY SOC WK 1	Incumbent	\$32,484	\$7,471	\$39,955
33916.01620650000.01	LIBRARIAN 1	Incumbent	\$26,376	\$6,066	\$32,442
33916.01630351000.05	PHARM TECH	Incumbent	\$21,480	\$4,940	\$26,420
33916.01655310000.02	ADM SEC	Incumbent	\$22,356	\$5,142	\$27,498
33916.01620720001.27	FD SV WKR	Incumbent	\$15,792	\$3,632	\$19,424
33916.01656226001.17	COUN ASSO 2	Incumbent	\$27,504	\$6,326	\$33,830
33916.01656221002.07	PSY TECH	Incumbent	\$20,616	\$4,742	\$25,358
33916.01620371000.08	ACCOUNT CLK	Incumbent	\$19,776	\$4,548	\$24,324
33916.01655322021.27	REC THERS 2	Incumbent	\$27,504	\$6,326	\$33,830
<b>TOTALS:</b>	<b>28 positions</b>		<b>\$911,820</b>	<b>\$209,719</b>	<b>\$1,121,539</b>

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**Name/Allotment Code: Memphis Mental Health Institute 339.17**

POSITION NO.	POSITION TITLE	NAME	ANNUAL SALARY	ANNUAL BENEFITS	TOTAL
33917.01710110013.02	EXECUTIVE SECRETARY 1	Incumbent	\$33,900	\$11,832	\$45,732
33917.01720510013.01	ADMINISTRATIVE SECRETARY	Incumbent	\$25,524	\$16,878	\$42,402
33917.01720532012.02	BOILER OPERATOR 2	Vacant	\$27,648	\$10,503	\$38,151
33917.01720633013.02	MEDICAL REC ASST	Incumbent	\$21,228	\$15,964	\$37,192
33917.01720320011.01	CUSTODIAL WORKER 2	Vacant	\$19,728	\$8,818	\$33,168
33917.01730100027.03	NURSE PRAC	Vacant	\$48,660	\$14,197	\$63,631
33917.01750100028.03	MHMR 1 PG DR	Vacant	\$42,204	\$13,599	\$55,803
33917.01756220027.79	MHMR 1 PG DR	Vacant	\$42,204	\$13,599	\$55,803
33917.01756521028.01	MHMR 1 PG DR	Vacant	\$42,204	\$13,599	\$55,803
33917.01754100026.30	PSYCH NURSE	Vacant	\$37,872	\$12,677	\$50,459
33917.01756220022.08	LEAD PSYCH TECH	Vacant	\$24,708	\$9,877	\$34,585
33917.01756220022.61	PSYCH TECH	Vacant on 5/29/08	\$21,852	\$9,270	\$31,122
33917.01756220022.35	PSYCH TECH	Incumbent	\$21,852	\$9,270	\$31,122
33917.01756521022.37	PSYCH TECH	Incumbent	\$21,852	\$9,270	\$31,122
33917.01756229022.33	PSYCH TECH	Incumbent	\$27,336	\$17,263	\$44,599
33917.01756229027.70	SOCIAL SRV SP 2	Vacant	\$31,332	\$11,286	\$42,618
33917.01756220027.52	PSYCH SOC WKR 2	Vacant	\$38,664	\$12,846	\$51,510
33917.01756220027.56	PSYCH SOC WKR 3	Incumbent	\$47,100	\$14,640	\$61,740
33917.01756220027.47	PSYCHOLOGIST	Vacant	\$39,312	\$12,983	\$52,295
33917.01756220029.07	PHYS-PSY	Vacant	\$129,000	\$32,061	\$161,061
<b>TOTALS:</b>	<b>20 positions</b>		<b>\$744,180</b>	<b>\$270,432</b>	<b>\$1,019,918</b>